

**Bedford Community Preservation Committee
Minutes of Wednesday, September 3, 2014 - Regular Session
Town Hall, Second Floor Conference Room**

Members Present: Eugene Clerkin, Chair (Housing Authority); Margot Fleischman (Selectmen, Park Commissioner); Don Corey (Historic Preservation Commission); Cathy Cordes (at-large member); Vito LaMura (at-large member), Shawn Hanegan (Planning Board); Robin Steele (Recreation Commission); Christina Wilgren (Bedford Housing Partnership)

Members Absent: Lori Eggert (Conservation Commission)

Also Present: Director of Public Works Roy Sorenson; Facilities Director Taissir Alani; Finance Director Victor Garofalo; Town Manager Richard Reed and Finance Committee member Barbara Perry

Chair Cordes opened the meeting at 7:35 p.m. with a quorum present.

2. Project Status Update

a. Public Works

Public Works Director Roy Sorenson reported that a sign was still needed at the Old Reservoir Dam. Mr. Corey reported that the reservoir ringwell and pump house is now on the State Historic Resources list. Mr. Clerkin already has a quote for this project which should use most of the appropriated \$5,000.

Town Engineer Adrienne St. John has finished the Request for Quotes for the Fawn Lake Study on vegetation management. The contract will need to be approved by the Selectmen.

The removal of buckthorn from the Altman Conservation Area may be finished but Assistant Town Manager Jessica Porter is waiting for confirmation from Conservation Administrator Elizabeth Bagdonas.

A request for proposals is needed to complete the extra work at the Shawsheen Well Field Pump House.

There is money left over for a feasibility study at Springs Brook Park. The Recreation Commission will create the RFP for that study. The water at Springs

Brook Park was cleaned in the spring but clarity issues were still present over the summer months. Ms. Steele mentioned that the Springs Brook Park committee will be meeting soon to determine what will be done with the park going forward.

Mr. Sorenson stated that the DPW has been working with the engineers from VHB to come up with the best solution for the Minuteman Bikeway Extension.

Mr. Sorenson met with Symmes, Maini and McKee to determine if the original contract for the design of the athletic fields is still valid in terms of price. Once that is determined it will be submitted to the Selectmen. The lawsuit that held up this project is currently in the appeal stage but the Selectmen decided to move forward with the design stage.

Mr. Sorenson reported that the sidewalk connecting North Road to Pine Hill Road has the best chance of being completed this year. Ms. Fleischman recommended making the final connection to Dana Road to complete the last hundred feet. The next sidewalk projects will be on Concord Road then on Hemlock Road.

Chair Cordes requested a meeting with Mr. Sorenson to discuss the Recreation Plan that she is working on with Ms. Steele.

Mr. Corey informed the CP Committee that the Selectmen are being requested to expend \$22,500 from the Historic Properties Preservation Fund to fix the South Wall at the Old Burying Ground. Ms. Fleischman asked Mr. Sorenson to look into removing the invasive plants at the Old Burying Ground.

b. Facilities

Facilities Director Taissir Alani reported that the Depot Station should be finished by September 20th. The scope of work was expanded to complete the bathrooms so that they meet ADA requirements. The electrical, AC and heating was also updated to meet Code requirements.

The money allocated for the Town Hall Multi-Purpose Room can be transferred to the Town Hall MEP project.

The funds for the Railroad Diesel Car (\$344.07) can be closed out as well as Wilson Mill Park (\$46.44), Reformatory Branch Trail Improvements (\$15.00) and Job Lane Roof (\$150.00). Those funds would be transferred back to the undesignated fund balance.

Mr. LaMura made motion to close out the funds for the Railroad Diesel Car (\$344.07), Wilson Mill Park (\$46.44), Reformatory Branch Trail Improvements (\$15.00) and Job Lane Roof (\$150.00) Mr. Clerkin seconded the motion

The motion passed 8-0-0.

3a. Town Hall MEP Project

Mr. Alani noted that the building systems at Town Hall have not been updated since 1984. The system is old and hard to maintain as many of the parts are unavailable or have to be special ordered. Separate zones would be created which would increase energy efficiency and would be easier to maintain. A sprinkler system would need to be installed as well since it is the only Town building without them. The elevator would need to be updated as well. The estimated cost is 3.1 million dollars and Mr. Alani does not expect the price to go higher but that all depends on the market. The cost of modernizing the elevator will approximately be \$75,000 to \$100,000. Finance Director Victor Garofalo mentioned that he is verifying with the DOR that the project can use CPC funds. Ms. Fleischman requested a breakdown of the items and their cost.

Mr. Garofalo presented potential funding scenarios based on if the CPC funded fifty percent of the project or one hundred percent. Members noted that bonding the whole project using CPC funds would prevent the committee from funding future unknown projects.

The CPC asked for feedback from the Selectmen on how much they would be willing to commit to the project.

2c. Life Management Program

Mr. Clerkin reported that they are hoping to issue an RFP by December of 2014 with a contract award date for March of 2015.

4. Reallocation of prior appropriations

Funds were approved at Town meeting to fund the kitchen and bath refurbishment and window replacements at Ashby Place. It came to the attention of staff that the projects were not actually eligible for the use of CPC funds. DOE informed staff the money could be paid out of the Municipal Affordable Housing Trust. The Trust has already paid the invoice for the window replacement to the Bedford Housing Authority with the understanding that they would be refunded using CPC money. The committee agreed that this was the best course of action to take for the kitchen and bath refurbishment as well. Town Meeting would need to vote to approve the transfer of funds to the Trust.

Mr. Corey questioned whether the CPC should continue using this method or try to amend the Act so that CPC funds can be used to maintain projects.

3b. Housing Reserves

Ms. Wilgren asked that more funds be set aside for the housing reserves. Between the Coast Guard property and expiring use potential at Bedford Village the fund may be needed for big projects.

Chair Cordes asked for an update on the Coast Guard housing and Patriot Place. Ms. Porter referenced an email from Patriot Place Attorney Pamela Brown that briefly outlines a request from Bruce Blake to reduce the number of affordable units from seven to three in exchange for repayment of grant monies to the Community Preservation Committee.

The GSA indicated that they will negotiate with the Town for the direct sale of the Coast Guard property. An RFP is being drafted to find a developer to buy the property from the Town the same day the Town acquires it. The developer would take on the whole permitting process. A resolution was signed by the Selectmen and the Planning Board endorsing option A and B of the charette.

6. Review of Town Meeting/Budget/ Fall 2014 Program and Plan (including a Recreational Plan)

There will be new projects at the public hearing.

The Fall 2014 Program and Plan will be needed for the public hearing on September 23, 2014.

7. Minutes of May 20, 2014

Mr. La Mura made a motion to approve the minutes of May 20, 2014 as amended. Mr. Clerkin seconded the motion.

The motion passed 8-0-0.

8. New business

There was no new business.

9. Schedule next meeting

The next meeting will be a public hearing held on September 23, 2014 at 7:30 p.m.

Mr. LaMura made a motion to adjourn. Mr. Hanegan seconded the motion.

The motion passed 8-0-0.